

June 1, 2014

Dear Home Child Care Provider:

We are writing to let you know about **two important things going on in Child Care Licensing.**

1. In the 2014 session of the Utah Legislature, child care licensing fees were increased. The new fees are part of HB8 and will be **effective July 1, 2014**. The new fees are as follows:

Fee	Description	Amount
Background Check	This is a new fee required by the Legislature for each in-state background screening conducted by the Department. This includes Initial and renewal screenings for all covered individuals. This fee is in addition to the \$36.50 fingerprint fee charged by the FBI when fingerprints are required.	\$15.00 per person
New and Renewal License/Residential Certificate	This is the license application fee, for both new licenses and annual license renewals. The Legislature raised this fee from \$25 to \$31.	\$31.00 per facility
Late Renewal	Within 1 - 30 days after the expiration of license/certificate, the facility is assessed 50% of renewal fee in addition to the renewal fee. The Legislature raised this fee from \$12.50 to \$15.50.	\$15.50 per facility
Additional Follow-Up	This is the charge for extra visits, which begins with the second follow-up visit, required due to non-compliance. This fee will remain the same.	\$25.00 per additional inspection
Additional Conditional Monitoring	This is a new fee required by the Legislature. It will be charged to facilities who are on a conditional license/certificate due to non-compliance. It is charged for each conditional monitoring inspection, beginning with the second monitoring visit.	\$245.00 per visit
Changes	This fee is charged when there are more than two changes in license/certificate during the one year license period. The Legislature raised this fee from \$25 to \$31.	\$31.00 per facility

2. A **proposed change to the Background Screening Rules** has been filed with the Division of Administrative Rules and will be open for public comment from June 15th until July 15th. The proposed change increases the **time frame to**

submit identifying information of new covered individuals from five to ten working days. To view the full text of this proposed rule change, go to: <http://www.rules.utah.gov/publicat/bulletin.htm> and scroll down to heading "Utah State Bulletin Issues." The proposed changes to the child care licensing rules will be in **Vol. 2014, No. 12 (06/15/2014)**.

Comments on the proposed rule changes can be submitted until **5 pm on Tuesday, July 15, 2014**. All comments must be submitted in writing. Comments can be submitted via email to: sbolivar@utah.gov, or by mail to:

Child Care Licensing Program
P.O. Box 142003
Salt Lake City, Utah 84114-2003

Thank you all for your hard work and dedication on behalf of Utah's children!

Sincerely,

Simon Bolivar

Child Care Licensing
Program Administrator